

## **HOME BOARDING ESTABLISHMENT**

### **CONDITIONS**

1. A register to be kept containing the following information:
  - a. Date of arrival
  - b. Name of animal
  - c. Description, breed, age and sex
  - d. Name, address and contact number of owner
  - e. Name and contact number for responsible person whilst boarded
  - f. Name and contact number for animals own Veterinary Practice
  - g. Date of departure
  - h. Any health, welfare and nutrition requirements
2. This register to be available for inspection at all times by an Officer of the Local Authority, Veterinary Surgeon or Veterinary Practitioner authorised under Section 2(1) of the Animal Boarding Establishments Act 1963.
3. Proof of up-to-date vaccinations should be provided prior to the animal being boarded.
4. Appropriate insurance should be held by the establishment.
5. The establishment must be registered with a Veterinary Practice.
6. The animals will at all times be kept in accommodation suitable as respects construction, size of quarters, number of occupants, exercising facilities, temperature, lighting, ventilation and cleanliness.
7. The animals will be adequately supplied with suitable food, drink and bedding material, adequately exercised, and (so far as necessary) visited at suitable intervals.
8. All reasonable precautions will be taken to prevent and control the spread among animals of infectious or contagious diseases, including the provision of adequate isolation facilities.
9. Any infected animals to be immediately placed within the isolation facility or removed from the premises under the care of a Veterinary Surgeon.
10. Advice from a Veterinary Surgeon must be sought in signs of disease, injury or illness. Where any animal is sick or injured, any instructions for its treatment, which has been given by a Veterinary Surgeon, must be strictly followed.
11. Disposal of soiled bedding and faecal matter to be carried out regularly in a hygienic manner and in such a way as to prevent contact with animals in separate enclosures.

12. Once an animal departs, its enclosure must be fully cleansed and disinfected prior to new animals using it. Cleaning substances and its fumes must pose no risk to other animals. A record of cleansing should be kept.
13. All eating and drinking bowls and bedding material must be capable of being easily cleansed and disinfected after each boarding and must be maintained in a clean condition.
14. The Licensing Authority must be informed as soon as possible on becoming aware that an animal within the establishment has developed an infectious disease.
15. If an infectious disease has been confirmed, the establishment must close for business until full cleansing and disinfection has been carried out.
16. The Licensing Authority must be informed as soon as possible of any animal death within the establishment. Arrangements must be made for the body to be stored suitably until the owner returns.
17. Any medication administered to animals within the establishment must be recorded, including type of medication, quantity and time administered.
18. Appropriate steps will be taken for the protection of the animals in case of fire or other emergency. Firefighting equipment to be provided and maintained in good working order at all times.
19. A fire evacuation procedure must be held and a test should be carried out once a year, including regular testing of the fire alarms.
20. A full list of emergency contact details should be displayed within the premises.
21. A well-stocked first aid kit suitable for use on animals must be available and accessible within the establishment.
22. No dog or hybrids registered under the Dangerous Dogs Act 1991 shall be accepted into the establishment. If you suspect you have been approached to board a dog registered under this Act, you must report it to the Police.
23. Care should be taken to ascertain if the dog is subject to a Dog Control Notice served under the Control of Dogs (Scotland) Act 2010.
24. No person under the age of 16 shall exercise dogs in public places unless supervised by a fit and proper person.
25. No person under the age of 16 shall be left unaccompanied with animals within the establishment.
26. Only animals from the same household may be boarded or exercised together unless written consent from each owner is given.
27. When dogs are being exercised they must wear a collar and tag that displays the contact details for the boarding establishment they are being boarded.
28. Any area to which the animals have access, must have no physical or chemical hazards that may cause injury or suffering to the animal.

29. Officers duly authorised by the Local Authority shall enter and inspect any premises for which this Licence is in force at all reasonable times.
30. A copy of this Licence and its associated conditions shall be displayed in a suitable area.